



Wake Forest Board of Commissioners
Meeting Agenda
January 19, 2021 at 7:00 PM
All items listed are for discussion and possible action.

Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Deeda Harris](#) at 919-435-9413 as soon as possible, but no later than 48 hours before the scheduled event.

Cable & Online Broadcast of Board of Commissioners Meetings

All Board of Commissioners meetings are broadcast live on [WFTV 10](#) beginning at 7 p.m. Meetings are also aired online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

Meeting Agendas

The [Board of Commissioners](#) meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Town Clerk's office at 919-435-9413. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

Public Hearings

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given five minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed five minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

Public Comment

Anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item during the time of the Public Comment should contact Town Clerk Deeda Harris by 3 p.m. the day of the meeting. Mayor Jones will recognize you during the Public Comment period and give you 3-5 minutes to speak. Thank you for your cooperation.

Call to Order

Pledge of Allegiance

1. Approval of Agenda

2. Approval of Minutes

- 2.A. Approval of Minutes for Meetings held December 1, 2020 (Work Session & Joint Public Hearing), and meeting held December 15, 2020 (Regular Board of Commissioners Meeting)
[mins12-1-20-draft.pdf](#)
[Draft December 1, 2020 JPH Meeting Minutes.pdf](#)
[mins12-15-20-draft.pdf](#)

3. Presentations

- 3.A. Proclamations honoring Ms. Evelyn Jones, Ms. Dianne Laws, and Mr. Roger Shackelford
[Agenda Summary](#)
[Evelyn_Jones-Proclamation.docx](#)
[Dianne_Laws_Proclamation'.docx](#)
[Roger_Shackelford-proclamation.docx](#)

4. Public hearings / Public Comment

- 4.A. Continue public hearing on petition requesting contiguous annexation submitted by Calvin Ray Jr & Mary Ann Hughes and Site Investments, LLC for property located at 27 Spring Lane, 1167 N. Main Street, 0 Stephen Taylor Road, 1248 N. Main Street, and 0 Youngsville Boulevard being Wake County Tax PINs 1842-80-3120, 1842-70-5407, 1842-71-9092, 1842-81-0062, 1851-09-4149, and Franklin County PIN 1852-10-3498, and adjacent right-of-way containing 203.08 acres
[011921 BOC Agenda Summary.pdf](#)
[AN-19-03 Annexation Petitions.pdf](#)
[Attachment A - Legal Description.pdf](#)
[Attachment B - Annexation Map.pdf](#)
[Kinsley Annexation Ordinance 020221.docx](#)
- 4.B. Public Hearing to receive public comment on the five year Capital Improvement Plan (CIP) for FY 2021 - 2026
[Public Hearing on Proposed CIP Update_Summary.pdf](#)
[CIP Schedule 2021.pdf](#)

- 4.C. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 5 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff and other speakers.

5. Consent Agenda

(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a Commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)

- 5.A. Resolution approving the Wegmans/Forbes Reimbursement Agreement and authorization for the Town Manager to enter into a contract with Wegmans Food Markets Inc.
[Summary_01172020.pdf](#)
[Resolution.docx](#)
[Exhibit A - Approved Forbes Property Construction Drawings.pdf](#)
[Exhibit B - Outline of Improvement Area For Ligon Mill Road and Blue Bird Lane.pdf](#)
[Exhibit C - Ligon Mill Ultimate Section from CTP.pdf](#)
[Exhibit D - Reimbursement Agreement.pdf](#)
- 5.B. Approval of a resolution to schedule the public hearing and certify the sufficiency for a petition requesting satellite annexation submitted by Thales Academy for property located at 2129 Wait Avenue, being Wake County Tax PIN 1860-16-1023
[011921 BOC Agenda Summary \(AN-20-12\)](#)
[Annexation Petition - Thales \(AN-20-12\)](#)
[Attachment A - Thales Legal Description \(AN-20-12\)](#)
[Attachment B - Thales Annexation Map \(AN-20-12\)](#)
[Certificate of Sufficiency \(AN-20-12\)](#)
[Draft Public Hearing Resolution \(AN-20-12\)](#)
- 5.C. Approval of resolution authorizing installment purchase agreement (tractor drawn aerial truck) - Fire Department
[Aerial Fire Truck_ IPA resolution_summary.pdf](#)
[analysis of proposals_ladder truck_fire.pdf](#)
[Truist Proposal - Wake Forest NC - Aerial Ladder Truck.pdf](#)

[Resolution Approving Financing Terms_Truist_ladder truck.docx](#)

- 5.D. Resolution Approving the Draft Stormwater Management Program Developed for the Upcoming NPDES MS4 Stormwater Permit Renewal

[SWMP Approval Request.docx](#)

[Resolution2021-XX Stormwater Management Program Approval.docx](#)

[DRAFT_TofWF_SWMP-BOC Review.pdf](#)

- 5.E. Approval of a Resolution authorizing the Town Manager to execute the Municipal Agreement between the Town and NCDOT for installation of a traffic signal at Heritage Lake Road and Friendship Chapel Road.

[Summary.docx](#)

[Resolution.docx](#)

[Reimbursement Agreement - Wake Forest #9283.pdf](#)

6. Legislative Items

7. Planning Items

- 7.A. Consideration of Action on LEGISLATIVE ITEM to AMEND ORDINANCE 2020-37 to correct Exhibit that was previously adopted on September 15, 2020 and related to ITEM TA-20-03 Text amendment to the Unified Development Ordinance for the purpose of amending Chapter 12 and Chapter 17 to reflect State Regulations as related to stormwater, floodplain and erosion and sediment control

[Agenda Summary](#)

[Attachment A - Chapter 12](#)

[Attachment B - Chapter 17.pdf](#)

[Attachment C - Ord 2020-37 \(TA-20-03\) Adopted](#)

[Attachment D - Planning Board Report to the Board of Commissioners.pdf](#)

[Attachment E TA-20-08 Consistency Statement.pdf](#)

[UDO_Ordinance_TA-20-03_TA-20-08_Amended.docx](#)

- 7.B. Consideration of Action on LEGISLATIVE CASE RZ-20-09, Stonegate, Phase 7: Request filed by GHD-Stonegate LLC to rezone 0.16 acres located at 0 Slate Rock Road from Conditional Use General Residential 10 District (CU GR10) to General Residential 10 Conditional District (GR10-CD) being Wake County Tax PIN 1748-65-3002

[011921 BOC Agenda Summary RZ-20-09.pdf](#)

[Consistency Statement RZ-20-09.pdf](#)

[Inconsistency Statement for Disapproval RZ-20-09.pdf](#)

[Attachment A - Legal Description.pdf](#)

[Ordinance_RZ-20-09 Stonegate Phase 7.docx](#)

[Planning Board Written Recommendation.pdf](#)

- 7.C. Discussion of LEGISLATIVE CASE RZ-19-02, Kinsley: Request filed by Entitlement Preservation Group to Rezone 203.08± acres located at 27 Spring Lane, 1167 N. Main Street, 0 Stephen Taylor Road, 1248 N. Main Street, and 0 Youngsville Boulevard from Rural Holding District (RD), General Residential 3 (GR3) and Franklin County's Residential-30 District (R-30) to Planned Unit Development District (PUD) being Wake County Tax PINs 1842-80-3120, 1842-70-5407, 1842-71-9092, 1842-81-0062, 1851-09-4149 and Franklin County Tax PIN 1852-10-3498

[Agenda Summary.pdf](#)

[RZ-19-02 Staff Report](#)

[Attachment A - Maps](#)

[Attachment B- Rezoning and Master Plan Applications.pdf](#)

[Attachment C- Neighborhood Meeting Information.pdf](#)

[Attachment D1 - TIA, NCDOT Congestion Management Report, and Town Approval Letter.pdf](#)

[Attachment D2 - Kinsley TIA Addendum.pdf](#)

[Attachment D3 - Email from NCDOT District Engineer, December 2020.pdf](#)

[Attachment E1 - Proposed PUD Concept Plan, December Public Hearing Version](#)

[Attachment E2 - Proposed PUD Concept Plan_January PB Version.pdf](#)

[Attachment F1 - Proposed PUD Guidelines, December Public Hearing Version](#)

[Attachment F2 - Proposed PUD Guidelines_January PB Version.pdf](#)

[Attachment F3 - Proposed PUD Guidelines with Proposed Voluntary Conditions, January 7 Version](#)

[Attachment G1 - Proposed PUD Subdivision Master Plan, December Public Hearing Version](#)

[Attachment G2 - Proposed PUD Subdivision Master Plan_January PB Version.pdf](#)

[Attachment H - Southeast High-Speed Rail \(SEHSR\) Initiative Rail Realignment Map.pdf](#)

[Attachment I - Site Photos.pdf](#)

[Attachment J - Context Aerial.pdf](#)

[Attachment K - Kinsley Subdivision Illustrative Layout 2020-11-19.pdf](#)

[Attachment L - Kinsley Driveway Letter to Town 12.8.20.pdf](#)

[Attachment M - Kinsley Public Hearing Response Memo.pdf](#)

[Attachment N - RZ-19-02 Planning Board Report to the Board of Commissioners.pdf](#)

- 7.D. Consideration of LEGISLATIVE ITEM TA-21-01 Text Amendment to the Unified Development Ordinance for the purpose of amending Chapters 1, 2, 3, 4, 16 and 17 to incorporate NCGS 160D Legislative Changes and other Minor Changes

[011921 Agenda Summary TA-21-01 160D](#)

[TA-21-01 Planning Board Written Recommendation](#)

[Consistency Statement TA-21-01 160D](#)

[Inconsistency Statement for Disapproval TA-21-01 160D](#)

[Draft Ordinance TA-21-01](#)

[Exhibit A - TA-21-01](#)

- 7.E. Consideration of Action on QUASIJUDICIAL ITEM SP-20-47 Grove 98 Southeast Major Site Master Plan filed by McAdams for Multifamily Development on approximately 20.7 acres located at 11051 Ligon Mill Road, being a portion of Wake County tax PIN 1830865681
[Case Summary SP-20-47 - Grove 98 Southeast Major Site Master Plan](#)
[Attachment A - Grove 98 Southeast Application](#)
[Attachment B - Grove 98 Southeast Major Subdivision & Site Master Plan](#)
[Attachment C - Grove 98 Southeast Maps](#)
[Attachment D - Grove 98 Southeast Neighborhood Meeting Information](#)
[Attachment E - Grove 98 PUD Amendment Document](#)
[Attachment F - Traffic Review Letter](#)
[Attachment G - Appraiser Opinion](#)
[Attachment H - Applicant Presentation 1.5.2021](#)
[Attachment I - SD-20-03 Grove 98 SE Major Subdivision Staff Report](#)
[Attachment J - Grove 98 Southeast Staff Presentation 1.5.2021](#)
- 7.F. Consideration of Action on QUASIJUDICIAL ITEM SD-20-03 Major Master Subdivision for Grove 98 Southeast filed by McAdams for Multifamily and Townhome Development on approximately 20.7 acres located at 11051 Ligon Mill Road, being a portion of Wake County tax PIN 1830865681
[Case Summary SD-20-03 - Grove 98 Southeast Major Subdivision](#)
[Attachment A - Grove 98 Southeast Application](#)
[Attachment B - Grove 98 Southeast Major Subdivision & Site Master Plan](#)
[Attachment C - Grove 98 Southeast Maps](#)
[Attachment D - Grove 98 Southeast Neighborhood Meeting Information](#)
[Attachment E - Grove 98 PUD Amendment Document](#)
[Attachment F - Traffic Review Letter](#)
[Attachment G - Appraiser Opinion](#)
[Attachment H - Applicant Presentation 1.5.2021](#)
[Attachment I - SD-20-03 Grove 98 SE Major Subdivision Staff Report](#)
[Attachment J - Grove 98 Southeast Staff Presentation 1.5.2021](#)
- 7.G. Consideration of an Amendment to the approved Brewer Circle Development Agreement with DRCW Investments, LLC.
[011921 BOC Agenda Summary Brewer Circle DA Amendment.pdf](#)
[Attachment A - Approved Development Agreement.pdf](#)
[Attachment B - Draft Revision to Development Agreement.docx](#)
[Exhibit A - Subdivision Master Plan.pdf](#)
[Attachment C – Infrastructure Change Orders.pdf](#)
[Attachment D – Lumber Increases Documentation.pdf](#)
[Attachment E - Draft Resolution \(Also Exhibit C of Attachment B\).docx](#)
- 7.H. Resolution of Support with Recommended Changes to the Wake County Comprehensive Plan (PLANWake)

[Agenda Summary.pdf](#)

[Resolution of Support with Recommended Changes to PlanWake.docx](#)

8. Administration and Financial Items

9. Public Services Items

10. Parks and Recreation Items

11. Public Safety Items

12. Other Business

12.A. Wake County Tax Releases

[Wake_Co._Tax_Rel-Dec.pdf](#)

12.B. Monthly Report

[Dec 2020-monthly_rpt.pdf](#)

12.C. Commissioner Reports

13. Adjournment